



GLO USE ONLY

STATE LEASE  
MF- \_\_\_\_\_

## APPLICATION & CHECKLIST FOR LEASING RELINQUISHMENT ACT LANDS

### APPLICATION:

LESSEE \_\_\_\_\_

ADDRESS \_\_\_\_\_

Company contact for this Lessee (company landman) \_\_\_\_\_

Broker contact representing Lessee \_\_\_\_\_

Phone: office/cell \_\_\_\_\_

Broker address \_\_\_\_\_

### TERMS:

Bonus per acre being offered \$ \_\_\_\_\_

Primary term being offered \_\_\_\_\_

Rental per acre being offered:

2<sup>nd</sup> year \_\_\_\_\_

3<sup>rd</sup> year \_\_\_\_\_

4<sup>th</sup> year \_\_\_\_\_

5<sup>th</sup> year \_\_\_\_\_

Royalty being offered \_\_\_\_\_

### CHECKLIST for Application:

- \_\_\_\_\_ 1. Cover letter
- \_\_\_\_\_ 2. \$100.00 processing fee per tract application
- \_\_\_\_\_ 3. Plat of lands being considered
- \_\_\_\_\_ 4. When description is not clearly defined by description on the lease or is described by deed references, copy of deed(s) with metes and bounds.description of lands being leased.
- \_\_\_\_\_ 5. Sample lease form exactly as negotiated with surface owner **BUT NOT YET RECORDED**
- \_\_\_\_\_ 6. Schedule of surface owners with percentage of interest owned by each surface owner
- \_\_\_\_\_ 7. Power of Attorney with authority to execute oil/gas leases IF lease is executed by an attorney-in-fact.

### CHECKLIST for Final Approval:

- \_\_\_\_\_ 1. Bonus consideration for all leases
- \_\_\_\_\_ 2. Certified copy of all executed, recorded leases
- \_\_\_\_\_ 3. \$25.00 filing fee for each certified copy